


STATE UNIVERSITIES CIVIL SERVICE SYSTEM

Sunnycrest Center
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James D. Montgomery
Merit Board Chair
Jeff Brownfield
Executive Director

TO: Designated Employer Representatives/Human Resources Directors
Classification Personnel
Testing Personnel

FROM: Lucinda M. Neitzel 
Assistant Director, Classification, Examination and Compensation

SUBJECT: Final Status Notice for the Properties Technician

DATE: October 21, 2016

Consistent with our obligation to administer and maintain the University System classification plan, this communication shall provide the final notification and effective date of revisions to the following classification(s):

Properties Technician

Classes are currently used by: CSU, ISU, UIC, UIUC

<u>Current Class</u>	<u>Action Proposed</u>	<u>Revised/ New Class</u>	<u>Prom. Line</u>	<u>Occ. Area</u>	<u>Work Area</u>	<u>Exam Components</u>	<u>Effective Date</u>
4072 Properties Technician	REVISE	4072 Properties Technician	N/A	15/ Semi-Skilled Trades	210/ Audio-Visual Aids Services	CA Only	11/01/16

Voiding/Deleting Registers

The employment registers for the Properties Technician were voided at the close of business on Friday, July 15, 2016. All testing materials related to this title should be destroyed.

Class Specification and Examination Components/Instruments

The revised class specification and examining instrument for the Properties Technician classification (Credentials Assessment) will be effective (available per E-Test) November 1, 2016. For details on class specification and other information i.e. occupational area, work area, promotional line, etc., visit the class specification link at our website at www.sucss.illinois.gov.

Pay Rate/Ranges

Where necessary, employers should make adjustments to or establish new pay rates/ranges to accompany the above changes. In some instances, establishing a wide pay range will optimize the opportunity of each employer to properly reflect their individual compensation programs for these operations and positions.

Seniority

Seniority calculations should be reviewed and established based on the final classification assignment.

If you have any questions or need additional information, please contact Gail Hankins at (217) 278-3150 Ext. 240 or at gailhankins@sucss.illinois.gov.